

Health Workforce Diversity Network Health Career Pathway Workgroup

November 19, 2002 meeting notes

Present:

Rhonda Coats and Christine Edgar, chairs, Kim Moore, Terry Tatko, Anh Berry (DOH), Camelia Ades (Washington Association of Community & Migrant Health Centers), Marianne Seifert

Health Career Pathway Survey cover letter:

- Workgroup edited cover letter (see attached)
- HWDN members will use the cover letter in emails to contacts with link to survey

Health Career Pathway Survey:

- Christine walked workgroup through online survey, will walk the network members through the online survey Dec 9
- Survey form suggestions: add "erase form," "print form," and "survey completed" or "additional program" buttons
- Christine will check with Human Subjects Review Committee at UW about possible restrictions on data uses and accessibility
- Survey is on Catalyst system, hosting is free, Catalyst can handle up to a couple thousand responses (!), data format accessible via Excel or Access, data is downloadable and searchable, survey can be posted through May 30, 2003, and Christine can easily edit the survey!
- Survey will be located on UW School of Public Health web site
- When HWDN members send out survey email with link, "cc" Christine so she can keep a list of who the survey was sent to and who completed the survey
- Survey schedule:
 1. email contacts cover letter with survey link DEC 16
 2. email contacts who haven't completed the survey their 1st reminder JAN 13 with close date of JAN 31
 3. After Jan 31, if completion rate is poor a 2nd reminder will be emailed with an extended closing date of FEB 28
- People who complete the survey will be emailed a link to the data
- HWDN members' organizations can link to the data on their web sites
- Cost to analyze data: a grad student costs approximately \$20/hour
a student intern is free (earns credits)
Survey results analysis rough cost estimate: \$2500
- Health Careers Pathway Workgroup will ask the HWDN for ideas on funding the data analysis

NEXT STEPS:

1. Christine will email survey link to HWDN Health Career Pathway Workgroup
2. Workgroup will email Christine suggestions by noon, December 3
3. Terry and Marianne will forward to two people who can pilot/field test survey